

MINUTES OF MEETING
BARTRAM SPRINGS
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Bartram Springs Community Development District was held Monday, January 13, 2025 at 6:00 p.m. at the Bartram Springs Club Amenity Center, 14530 Cherry Lake Drive, Jacksonville, Florida.

Present and constituting a quorum were:

Lacy Reynolds	Chairman
Stephanie McKinney	Vice Chairperson
Taner Nierengarten	Supervisor
Joseph Largen	Supervisor
Joel Brighton	Supervisor

Also present were:

Jim Oliver	District Manager
Wes Haber <i>by phone</i>	District Counsel
Terry Glynn	GMS
Danelle DeMarco	GMS
Lori Dunham	GMS
Paul Lukert	VerdeGo Landscapes
Bryan Wackes	VerdeGo Landscapes
Brent Behrens	VerdeGo Landscapes
Josh	VerdeGo Landscapes
Matthew	GMS

The following is a summary of the actions taken at the January 13, 2025 Bartram Springs Community Development District Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Oliver called the meeting to order at 6:00 p.m. and called the roll. Five Supervisors attended the meeting in person constituting a quorum.

January 13, 2025

Bartram Springs Community Development District

SECOND ORDER OF BUSINESS

Audience Comments

Mr. Oliver asked for any audience comments regarding items on the agenda. Hearing no comments, the next item followed.

THIRD ORDER OF BUSINESS

Recognition of Staff Member of the Month

There was no staff member recognition this month.

Mr. Wackes of VerdeGo introduced one of their new managers, Josh, to the Board and staff. He also provided a landscape maintenance update. Ms. Reynolds noted that there is a sprinkler at Veteran’s field pointing off directly into the ditch. There was also a question asking if they would eventually be replacing the heads on the athletic fields because there is so much foot traffic. The response was yes. Ms. Reynolds stated that it looks great, and they received lots of compliments on the greening of the field. She added that if they can just get the holes as well as the sprinkler pointing in the wrong direction fixed, that will be great. VerdeGo concluded their landscape maintenance update.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the December 9, 2024 Meeting

Mr. Oliver presented the meeting minutes from the December 9, 2024 Board of Supervisors meeting and asked for any comments, questions, or corrections. The Board had no changes to the minutes.

On MOTION by Ms. McKinney, seconded by Ms. Reynolds, with all in favor, the Minutes of the December 9, 2024 Meeting, were approved.

FIFTH ORDER OF BUSINESS

Acceptance of Minutes of the December 9, 2024 Audit Committee Meeting

Mr. Oliver presented the meeting minutes from the December 9, 2024 Board of Supervisors meeting and asked for any comments, questions, or corrections. The Board had no changes to the minutes.

January 13, 2025

Bartram Springs Community Development District

On MOTION by Ms. Reynolds, seconded by Ms. McKinney, with all in favor, Accepting the Minutes of the December 9, 2024 Audit Committee Meeting, were approved.

SIXTH ORDER OF BUSINESS

Discussion of Cost Share Opportunity with City of Jacksonville to Fund Crosswalk Flashing Lights

Mr. Oliver opened this item for discussion. Ms. Reynolds provided an update on the cost share opportunity with the City of Jacksonville to fund the crosswalk with flashing lights. She explained that they have been working with the city council member for the installment of the crosswalk that is in front of the school zone. She further explained that she found out that the councilman went back to city council and asked for additional funding, which reduces their total cost to about \$10,000-\$12,000 from \$22,000 as a community. She stated the other option is to wait until the City of Jacksonville builds the stadium, but that could take a long time. Ms. McKinney is going to meet with the City of Jacksonville staff at the City Hall on January 14, 2025 at 11:30 a.m.

SEVENTH ORDER OF BUSINESS

Consideration of Audit Engagement Letter with Grau & Associates for Fiscal Year 2024 Audit

Mr. Oliver presented the audit engagement letter with Grau & Associates for Fiscal Year 2024 audit.

On MOTION by Ms. Reynolds, seconded by Mr. Nierengarten, with all in favor, the Audit Engagement Letter with Grau & Associates for Fiscal Year 2024 Audit, was approved.

EIGHTH ORDER OF BUSINESS

Acceptance of 2024 Public Facilities Report

Mr. Oliver stated that there is a statutory requirement that every seven years they need to do a public facilities report, which shows all the physical assets and infrastructure that they have within the community.

On MOTION by Ms. McKinney, seconded by Ms. Reynolds, with all in favor, Accepting with Revision the 2024 Public Facilities Report, was approved.

January 13, 2025

Bartram Springs Community Development District

NINTH ORDER OF BUSINESS

Staff Updates:

Mr. Oliver opened discussion for the Barracudas swim team proposed swim meet dates for 2025 season. The swim meet dates were presented to the Board. The dates presented were May 17th, May 31st, June 7th, and June 14th. The Board delegated Supervisor Brighton to work with staff and swim team on scheduling and renewal of agreement. Mr. Oliver stated they can bring the agreement back to the February meeting.

TENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Haber had nothing to report to the Board.

B. Engineer

There being no comments, the next item followed.

C. District Manager

Mr. Oliver had nothing to report to the Board.

D. Amenity Management & Field Operations

1. Report

Ms. Dunham provided a December recap of events as well as discussed the upcoming events. Photos from the December events were included in the report.

Mr. Glynn presented the field operations report to the Board. He provided an update on some of the big ticket items. He noted his appreciation for all the feedback. He was happy to answer any questions. Ms. Reynolds noted the importance of saving money when possible. Discussion ensued on adding signs and a gentle reminder in the newsletter addressing no motorized vehicles on the field. Ms. Reynolds also noted the pump by the dog park is still humming and buzzing. Ms. McKinney circled back to the chain discussion asking if they can put the signs up and do the email blast to see if that issue gets better. Ms. Reynolds asked if Mr. Glynn will be there when they put down the sod. Mr. Glynn responded yes. Ms. Reynolds noted that there were several deep holes on the field, and she wants to make sure it is safe before football season starts. She asked about the replacement of the storage box. She asked if the lights replaced on the pickleball court were under warranty. Mr. Glynn responded that he could not find any evidence of a warranty

January 13, 2025

Bartram Springs Community Development District

for the tennis courts. Ms. Reynolds stated it is very important that they look up any warranties they may have on the lights.

2. Program Revenue Share

Mr. Oliver presented the program revenue share to the Board. Mr. Nierengarten pointed out an error in the total. Ms. Reynolds noted an issue with spring basketball revenue share and the need for clarification. Discussion ensued on the tennis revenue share as well as happy hoops revenue share.

ELEVENTH ORDER OF BUSINESS Supervisor's Requests and Audience Comments

Mr. Brighton stated the fields look great and addressing no motorized vehicles on the fields will help. He noted the letters back to the kids for Santa was awesome. He asked if there would be any cost to the resident to order a photo for the Santa photography next year. Ms. DeMarco responded that she isn't sure yet. She is getting the information regarding that. She explained that she is working on the dates for that to make sure they can secure a photographer. He suggested offering activities for adults and seniors. He pointed out that the round plaque needs to be replaced around the flag at Veterans Park and he wants to keep the ball rolling on that item. He noted that there were some ideas that will be cost effective to upgrade that area and they can bring those ideas back to present to the Board for consideration. Mr. Brighton asked Mr. Glynn about the permanent lighting on the Amenity Center. Mr. Glynn responded that he would like to bring that proposal to the Board for consideration. Mr. Brighton stated he doesn't want the staff member of the month to disappear because it's a nice thing to do.

Mr. Largen agreed with Mr. Brighton on the potential of the permanent lighting and being able to save on the holiday lighting as opposed to getting the lights every year.

Mr. Nierengarten complimented GMS and noted his appreciation for everything being taken care of. He added that the feedback from the residents is always positive.

Ms. McKinney asked for clarification on a flag pole item with Dodson Electric for \$1,300. Mr. Glynn responded that the mechanism at the top of the flag pole went bad and they had to replace the entire mechanism. Ms. McKinney stated that they started looking at replacing chairs about a year ago and she wants to make sure they get those replaced. She also stated she talked to Danelle about the bounce house, and she said to let her know what they need to pay, and she will

January 13, 2025

Bartram Springs Community Development District

work with them. Regarding the lighting, Ms. McKinney asked if they know the current HOA rules for lighting. Mr. Brighton responded that the HOA was fine with it as long as it's within reason.

Ms. Reynolds stated fantastic job on the fields and the Polar Plunge. She assumes they have some movie nights on the lawn coming up with the food trucks. The response was that they don't have any scheduled right now. Ms. Reynolds noted that event is nice to have in the cooler months and she would like to see that continue. From a contractual standpoint, Ms. Reynolds stated she wants to make sure they are reviewing all their contracts and policies. She explained that she doesn't want any vendors taking advantage of the new Board and the new management company. She asked that policies be brought to the Board if they don't make sense so they can review those further. She encouraged GMS to go ahead and send the Board what the policies are so the Board can become acquainted with those policies. She stated from a financial standpoint, they all have a fiduciary responsibility to the residents. She wants to make sure they are all doing what is best for the community financially.

A resident commented on the rough condition of the main road coming in that used to be the school crossing. Ms. Reynolds noted that she believes they are scheduled to have a repaving in 2026. She encouraged the resident to keep putting in the city notices for the road paving and potholes.

A resident asked for an update on the replacement of the light pole at the entrance. Ms. Reynolds responded that it was the discretion of the Board at that time that it was \$28,000 to replace the light pole and two months later someone got in a wreck in that same place. She explained that the light pole at the front of the community was a constant hazard. She stated that she isn't sure if the Board is open to suggestions for getting more lighting at the front of the community, but it is certainly something they can discuss again. This resident also commented on the cars backing up from the school pickup and how they will start using the road where the 7-Eleven will be. Ms. Reynolds noted the importance of getting quotes for security cameras at the community entrance and the 7-Eleven site because she fears there will be more wrecks once the 7-Eleven goes in and a lot more people are using that highway. Ms. McKinney noted that the 7-Eleven will create a lot of light at that intersection.

January 13, 2025

Bartram Springs Community Development District

TWELFTH ORDER OF BUSINESS Financial Statements

A. Balance Sheet as of November 30, 2024 and Statement of Revenue & Expenditures for the Period Ending November 30, 2024

Mr. Oliver presented and reviewed the financial statements as of November 30, 2024. A copy of the financials is included in the agenda package. He stated the Capital Reserve Fund balance is \$309,024 and they will be adding another \$175,000 this fiscal year, which totals \$484,000 not counting any projects they draw from the Capital Reserve Fund this year. He noted there were no unusual variances were noticed on the income statement.

B. Assessment Receipt Schedule

A copy of the assessment receipt schedule was included in the agenda package. He stated the last distribution being on December 19, 2024 for a collection percentage of 86.08%. He stated there was another distribution on January 7, 2025 for a collection percentage of 96.73%. He added that they are almost fully collected.

C. Approval of Check Register

Mr. Oliver presented the check register for review. Ms. Reynolds questioned untangling the flag pole and the November field maintenance for \$2,100 with the additional \$4,500 and if these were a part of the original agreement. Mr. Glynn responded that they were not. Discussion ensued on the costs for the rehabilitation of the field and their budget. Ms. Reynolds noted her concern of being overbudget. She asked that they get AgrowPro to send them their contract and ask them what the estimated expenses will be for the rest of the year. She also stated the Board needs to have a heads-up if there is going to be a significant charge outside of the original contract that is in the \$4,000 range for anything else.

On MOTION by Ms. Reynolds, seconded by Mr. Nierengarten, with all in favor, the Check Register, was approved.

THIRTEENTH ORDER OF BUSINESS Next Scheduled Meeting – February 10, 2025 at 6:00 p.m. @ Bartram Springs Amenity Center

Mr. Oliver stated that the next meeting is scheduled for February 10, 2025, at 6:00 p.m. at this location.

January 13, 2025

Bartram Springs Community Development District


FOURTEENTH ORDER OF BUSINESS Adjournment

Mr. Oliver asked for a motion to adjourn the meeting.

On MOTION by Mr. Nierengarten, seconded by Ms. McKinney,
with all in favor, the meeting adjourned.

DocuSigned by:

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Secretary/Assistant Secretary

Signed by:

60806ED3BAF5430..
Chairman/Vice Chairman